

79-6112

9 JAN 1979

MEMORANDUM FOR: Director of Communications

THROUGH : Deputy Director for Administration

FROM :
Chief, Management & Assessment Staff, DDA

SUBJECT : Prioritization of DDA New Communications
Support Requirements for FY 1981 through
FY 1985 (U)

REFERENCE : Memo for C/MAS/DDA fm D/CO dtd 10/26/78,
Subj: Submission of New Communications
Support Requirements for FY 1981 through
FY 1985 (U)

1. The responses from each of the offices and staffs of the Directorate of Administration to the request for submission of new communications support requirements have been forwarded to the Systems Integration Staff, Engineering Division at an earlier date. It is noted that these were prepared before receipt by the individual offices and staffs of advice from OC of action taken in response to OMB review of the FY 1980 requirements and the resulting need to slip some of the requirements into the FY 1981 period. Therefore, it is assumed that your construction of the new DDA communications support requirements for FY 1981 takes both under consideration. (U)

2. In response to your request contained in the referenced memorandum, the following serves to identify the priorities of this Directorate for new communications support requirements. Rather than attempt to arrange in arbitrary, sequential order the precise statements of detailed needs identified by each office and staff, we have developed a matrix against which to assign relative priorities to categories of Directorate requirements. (U)

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PRIORITY 1: Action to assure availability of data communications links between and among sites occupied by those DDA activities supporting the vital administrative functions of the Agency and where computer service is an integral and indivisible part of the administrative process. EXAMPLES: Creation of a data communication link between the Archives [redacted] and the computer center of ODP. (In this case, the OF requirement for a link between Headquarters and [redacted] training purposes is considered a piggy-back requirement.)

PRIORITY 2: Action to improve the quality of and the extent of communications links between and among sites occupied by DDA activities in the Washington area (e.g., [redacted] Key, Ames, [redacted] supporting the vital administrative functions of the Agency and where computer service is an integral and indivisible part of the Agency's administrative process. EXAMPLES: ODP's requirement for upgrading communication links (supported by specific statement of need for improvement by both OP and OF, and ODP's statement of error rate standards). Included in this priority category are data links for installation of additional terminals and for introduction of the new model terminals that place higher demands on communications support.

PRIORITY 3: Action to provide communications links (data and voice) that supplement current activities providing administrative support to the Agency. These functions are not totally dependent on communications support provided by OC but instead are made more effective or efficient by the communications support that is provided. EXAMPLES: Secure voice in the Chamber of Commerce Building; the extension of the Security Access System to other buildings in the Washington area.

PRIORITY 4: Action dictated by lead-time that must be taken now by OC in anticipation of future use requirements. EXAMPLES: Planned replacement by ODP of older computers in the Ruffing Center toward the end of the planning period; the proposed acquisition by OL of a new building for office space with its need for secure voice,

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data transmission, and facsimile transfer capability; the application of technology leading to "office automation" as predicted by the Assistant for Information.

PRIORITY 5: The priorities above refer to DDA activities in the U.S.--Washington area [REDACTED] [REDACTED] Although DDA careerists carry out administrative functions in [REDACTED] overseas installations under the cognizance of other Directorates, the communications support requirements for these activities are considered subsumed to communications requirements of the host Directorate. Moreover, there may be some residual DDA requirements to be satisfied. EXAMPLE: CRAFT is an activity under the sponsorship of DDO whose development would have an impact on DDA activities. DDA communications support requirements are in tandem with this development. Requirements by DDA for secure voice with overseas installations also will stand or fall on the requirements sponsored by other Directorates.

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PRIORITY 6: Action to implement communications support that is identified for inter-Agency activities. EXAMPLES: Communications support requirements identified by DDA offices in support of activities such as CAMS and SAFE. (S)

3. Since the needs for communications support identified by the DDA offices and staffs have been submitted in absence of detailed information or cost/benefit analyses, there may be some that further review would dictate be reassessed for prioritization. It will be appreciated if you will call to the attention of this Directorate any items where, in your judgment, such a review is warranted for confirmation or amendment of priority assignment. (U)

4. A recurring requirement identified by the several offices is anticipation of additional ADP terminals. ODP has estimated, at the Agency level, new and replacement terminals without identification of Directorate or locations. For purpose of this statement of communication support requirements, the terminal requirements of the several other offices of the DDA are assumed to be included in the ODP estimated levels and not additional requirements. The single exception here is the

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requirement identified by some offices for terminals in support of minicomputers. This Directorate, in response to request for terminal requirements by ODP, is preparing a detailed projection of new terminal requirements through FY 1981. When the review has been completed, a copy will be forwarded to you to support the FY 1981 terminal communications support requirements of this Directorate. (U)



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Attachment:
Cys of memos previously
fwded to OC

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